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## TERMS OF REFERENCE

<b>Job title:</b>	<b>5 National Consultants to conduct Climate Change Adaptation Institutional and Capacity Assessment in water, energy, health, forestry, transport sectors.</b>
<b>Type of Contract:</b>	Individual Contract (IC)
<b>Assignment type:</b>	National consultant
<b>Section/Unit:</b>	Environment, Energy and Climate Change Cluster
<b>Duty station:</b>	Chisinau, Republic of Moldova
<b>Languages requirement:</b>	Romanian and English (Russian is an asset)
<b>Contract Duration:</b>	January 2021 – October 2021, 30 working days/expert
<b>Payment arrangements:</b>	<b>Lump sum</b> contract (payments linked to satisfactory performance and delivery of outputs)
<b>Evaluation method:</b>	Interview of shortlisted candidates

### I. BACKGROUND

Climate change is already profoundly impacting the conditions for resource availability and agricultural activities. Over the last decade, the country has experienced a number of extreme events, such as droughts and major floods, along with the incremental effects caused by increased mean temperature, and the uneven distribution of precipitation through the year, which have had negative consequences on the country's economy, and its population wellbeing and health. Severe droughts are recurring more frequently causing significant economic losses. The increasing scope and intensity of extreme events has also resulted in increased frequencies of high-risk situations. By 2050, an increase of 2–3°C in the average temperature, an additional 32 days that exceed the current maximum temperature by 10%, and an additional 12 days with zero precipitation are projected.

The Government sees the National Adaptation Planning (NAP) process as key to achieving the adaptation objectives outlined in its 2014 Climate Change Adaptation Strategy of the Republic of Moldova, and its 2020 Nationally Determined Contributions (NDC), as well as the continued mainstreaming of climate change considerations into its policies and budgeting processes. The

proposed project supports the Government of the Republic of Moldova in advancing the second cycle of its National Adaptation Planning process (known as NAP-2). The outcomes of the NAP-2 national adaptation planning processes, are:

- **Outcome 1:** To strengthen and operationalize the national steering mechanism for climate change adaptation (CCA);
- **Outcome 2:** To improve the long-term capacity on planning and implementation of adaptation actions through CCA technologies;
- **Outcome 3:** To improve the mainstreaming of climate change adaptation through the increased alignment of national development priorities, in the priority sectors (forestry, health, energy and transport).

The project will contribute to UNDAF, 2018-2022 outcome #3 (The people of Moldova, especially the most vulnerable, benefit from enhanced environmental governance, energy security, sustainable management of natural resources, and climate and disaster resilient development). Additionally, the project will contribute to the UNDP Country Programme Output 3.3 (National and sub-national governments have improved capacities to integrate resilience to climate change and disasters into development plans and practices to reduce population's vulnerability). Other than that, the project will contribute to the National Development Strategy "Moldova 2030" through ensuring resilience to climate change by reducing risks related to climate change and by facilitating adaptation in six sectors priority - agriculture, water resources, health, forestry, energy and transport.

The preliminary work under the first cycle of the NAP (known as NAP-1) supported the development of a NAP as a process, conceptualizing and developing its elements, including the national steering mechanism, and laid down the groundwork towards long-term adaptation planning. Albeit the progress, significant gaps remain in the integration of climate change considerations into many of the development policies of the national priority sectors and their associated budget priorities. National appropriations for CCA remain limited.

The NAP-2 goals will be achieved within two parallel implementation tracks. The first track implemented by UNDP expands and deepens the national approach developed under the NAP-1 and strengthens synergies both vertically, at different levels of the governance, and horizontally, between the sectors affected by climate change to reduce duplication of efforts, pool scarce resources for effective use, and ensure a coherent and comprehensive approach to the integration of CCA responses into development planning, while the second track will focus on adaptation in the agriculture sector and will be concurrently implemented under the auspices of FAO.

The National Designated Authority has coordinated with the UNDP and the FAO country offices to ensure the complementarity and congruency of the activities and exchange, as appropriate. By its very nature, the NAP-2 will facilitate integration of CCA into existing strategies, policies and programmes and establish a strong foundation for the integration of methods, tools and information systems in day-to-day planning activities to effectively inform decision-makers on the climate risks, and to enable the informed formulation of resilient projects and financing strategies.

This assignments will contribute to attainment of the Outcome 1, which aims to support the country-driven, gender-sensitive and participatory NAP as well as an institutionalized, iterative adaptation planning process, taking into consideration vulnerable sectors, groups, communities and ecosystems and should engage all relevant stakeholders. The overall goal of the assignment is to verify and advance Moldova's capacities for medium- to long term adaptation planning and budgeting with the overall aim to reduce vulnerability of the population and key sectors to the impacts of climate change through analysis of current strengths, weaknesses, capacity and resources needed to integrate CCA into current and in future processes of development planning of central and local planning authorities.

The project will contract a total of 5 National Consultants (NC). Each NC will be responsible for conducting a comprehensive institutional and capacity assessment with regards to climate change adaptation in one of Government of Moldova's prioritized sectors: health, forestry, water transport, and energy. National Consultants will be expected to coordinate with one another and share information, working as a team. The National Consultants will work under the guidance of the International Consultant, Team Leader and Project Manager. They will also work closely with the respective national partners, including state institutions, local authorities, civil society and international organizations. The process is highly participatory and inclusive as it must be driven and owned by national stakeholders to maximize sustainability.

## **II. OBJECTIVES AND SCOPE OF THE ASSIGNMENT**

This assignment has the objective of conducting climate change adaptation institutional capacity assessment of sectoral institutions of key sectors of Moldova such as health, forestry, water, transport and energy as well as subnational levels. The qualitative and quantitative findings from the individual, institutional and enabling (systemic) capacity assessment will give the understanding of strengths, weaknesses, and gaps with respect to existing capacities for climate change adaptation, along with identification of climate related priorities and needs of assessed institutions. These findings will support the development of Climate Change Adaptation Capacity Development Plans for health, forestry, water, transport and energy sectors including cross-cutting areas for medium and long term.

### **Specific tasks:**

- Establish regular communication plan and data/information sharing procedures with the international consultant;
- Provide feedback to the international consultant with respect to the development of methodology, surveys, tools, and other elements related to the design of the assessment;
- Provide sectorial related inputs and context to the international consultant and ensure effective communication with national stakeholders;
- Identify the relevant stakeholders to be engaged in the institutional and capacity assessment;

- Coordinate and work with other NCs to identify common issues (e.g. gaps and barriers) as well as potential synergies and entry points to maximize the efficiency of institutional capacity development efforts;
- Collect all the initial information regarding sector capacities and assessments on current strengths, weaknesses, capacity and resources needed to integrate CCA into current and in future processes of development planning of central and local planning authorities;
- Develop sectoral assessment report;
- Support the organization of two consultation workshops to present the results of the baseline assessment as well as capacity development plan and integrate the feedback of participants into the elaborated documents;
- Under the guidance of international consultant develop the sector specific capacity development plan for strengthening national institutional adaptive capacity including targeted results to monitor progress.

	<b>Deliverables</b>	<b>Timeframe</b>
1	Inception report detailing methodology and workplan for respective sector, approved by Project Manager	March 2021 2 w.d.
2	Sectoral assessment report of climate change adaptation process, approved by Project Manager	May 2021 12 w.d
3	Consultations workshop on the proposed Institutional and Capacity Assessment	July 2021 2 w.d.
4	Draft report: Sectoral inputs for Capacity Development Plan, approved by Project Manager	July 2021 8 w.d.
5	Consultations workshop on the proposed Capacity Development Plan	September 2021 2 w.d.
6	Final Institutional and Capacity Assessment Report and Capacity Development Plan, with the recommendations from the Consultation workshops integrated, approved by MARDE and Project Manager	October 2021 4 w.d.

This is a part-time consultancy. The timeframe for the work of all 5 consultants is planned for January - October 2021.

### **III. INSTITUTIONAL ARRANGEMENT**

**Management Arrangements:** The consultants will work under the guidance of the International Consultant and supervision of the Team Leader for Outcome 1 and Project Manager. All

communications and documentation related to the assignment will be in English, according to the agreed timeframe and deliverable table. The Deliverables should be approved by the Project Manager.

**Reporting:** The consultants will provide succinct Deliverables Reports in English, according to the agreed timeframe and deliverables table, in electronic copies. The Deliverables Report should be approved by Project Manager.

**Duty Station:** No field trips outside the duty station are envisaged for this assignment.

#### **IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATION**

##### **Academic Qualification:**

- University degree in public administration, environmental sciences, water resources, transport, health, forestry, energy or another relevant field related to the assignment.

##### **Experience:**

- At least 5 years of working experience in the related to the assignment sector;
- Extensive knowledge of the country's climate-related political framework, especially in climate change adaptation;
- Previous experience in the climate change institutional and capacity assessment is an asset;
- Knowledge of stakeholders, institutional mandates, policies and guidelines related to NAP process in the relevant field;
- Familiarity with national development objectives and climate related needs of the selected sector.

##### **Competencies:**

- Excellent and proven analytical and writing skills;
- Good coordination and facilitation skills.

##### **Language requirements:**

- Fluency in Romanian and English is required for this assignment, Russian is an asset.

Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status. Please mention in CV if you belong to the group(s) under-represented in the UN Moldova and/or the area of assignment.

UNDP Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.

#### **V. PAYMENT MODALITIES**

The consultants will organize and facilitate the implementation of all activities as described above; his/her payment will be lump sum amount based, disbursed in several instalments, upon submission and approval of deliverables and certification by UNDP Moldova Project Manager that the services have been satisfactorily performed.

## **VI. APPLICATION PROCESS**

Applicants shall submit the following documents:

- Offeror's Letter confirming Interest and Availability, including financial offer, according to Annex 2;
- CV, including information about experience in similar assignments;
- Brief description of why the individual considers him/herself as the most suitable for the assignment **(please indicate to which sector (water, energy, health, forestry, transport) you apply for, as well as describe your experience and competencies in respect to established technical evaluation criteria from point 6 of this Procurement Notice).**

Incomplete applications will not be considered.

### **Important notice:**

The applicants who has the statute of Government Official / Public Servant, prior to appointment will be asked to submit the following documentation:

- a no-objection letter in respect of the applicant received from the government, and;
- the applicant is certified in writing by the government to be on official leave without pay for the entire duration of the Individual Contract.

A retired government official is not considered in this case a government official, and as such, may be contracted.

## **VII. ANNEXES TO THE TOR**

Annex 1- Individual Consultant General Terms and Conditions

Annex 2- Offeror's letter confirming interest and availability, including financial proposal (template).